



JOB ANNOUNCEMENT

Community Outreach and Education Coordinator

Mission: We work throughout Washington State to support land-use policies that encourage healthy, equitable and opportunity-rich communities, and protect our valuable farmlands, forests and water resources.

About Futurewise

Futurewise is the only statewide environmental non-profit in Washington dedicated to ensuring that state and local governments manage population growth responsibly. Founded in 1990, Futurewise (formerly 1000 Friends of Washington) has established an impressive track record in growth management issues as the state's primary advocate for smart growth policies.

The goal of Futurewise is to protect the future of Washington for all of its citizens by ensuring that growth happens in a way that is beneficial to everyone. Futurewise is working on several ambitious efforts to ensure that Washington and its communities are making sound decisions to address growth and development in a proactive, equitable manner.

Position Overview

Futurewise seeks a Community Outreach and Education Specialist with excellent communication and interpersonal skills to educate and engage the public on the benefits of environmental quality. Candidates for this position will require the capacity to work one-on-one with community members, help develop and implement community education events and activities, work with other partner organizations and with decision makers.

Futurewise is seeking an individual with strong analytical, decision-making, creative, interpersonal, organizational, communication (written, verbal, visual) skills, and who speaks fluent Spanish. Knowledge of sustainability and/or environmental science and/or policy is a plus, but is not a requirement. Qualified applicants must be able to communicate effectively to diverse groups and have a commitment to both racial and social equity and environmental stewardship. Additionally, qualified applicants must have the ability to be flexible, handle multiple assignments, work well with people, and be available for regular meetings and events in locations in south King County, including occasional nights and weekends. This position reports to the Water, Fish and Wildlife Program Director and is based in downtown Seattle, WA. This is an opportunity to work in a dynamic, interdisciplinary, and innovative environment to build a more sustainable and equitable future for communities in Washington State.

Responsibilities:

- Assess community conditions to inform education and outreach opportunities;
- Facilitate meetings and collaborate with local community based organization partners to plan activities and events;

- Assist a diverse group of partners and stakeholders in reaching consensus on strategies;
- Conduct and oversee the research, design, and development of strategies;
- Implement social marketing behavior change strategies in project development;
- Conduct one-on-one education and outreach activities;
- Organize outreach and education events;
- Research, modify and develop curriculum and hands-on activities on water quality;
- Design and implement engaging communication and educational tools (such as presentations, displays, factsheets, online materials) in English and Spanish; and
- Measure, track, and report progress to determine success of efforts and strategies and adjust based on emerging findings.

Qualifications:

- One or more years of experience working in education and outreach of community members;
- Experience leading or co-leading a program or project to completion in a fast-paced environment;
- Experience working on a small team or independently as well as working with partners;
- Demonstrated history of entrepreneurial work ethic;
- Specific degree in environmental or similar field (preferred, but not required);
- Fluent Spanish language skills and strong Latino cultural competency; and,
- Must have personal transportation.

Project Location, Salary and Benefits

This 40-hour per week position is based in Seattle, although travel throughout the greater King County area is anticipated on a semi-regular basis. Salary is between \$35-40K commensurate with experience. Benefits include paid medical, dental and vision for the employee, paid leave, simple IRA, and subsidized regional transit pass.

How to Apply

Position open immediately; for full consideration, please provide materials as soon as possible. First consideration will be given to applications received by November 3, 2017. Interested candidates should send a cover letter, resume, and at least two references in PDF format to jobs@futurewise.org. Please make the subject of your email “(Last Name) – Outreach Coordinator” and address the cover letter to Hiring Manager. Please label any submitted materials, including the cover letter, resume, and references with your last name. *NO PHONE CALLS PLEASE.*

Futurewise is an Equal Opportunity Employer that values diversity in all areas of its operations. We are committed to equal opportunity in employment and promotion for all qualified persons without regard to race, color, age, religion, sex, marital status, sexual orientation, gender identity, national origin, citizenship, military or veteran status, the presence of any sensory, mental or physical disability, pregnancy and childbirth, family responsibilities, or any other basis protected by applicable laws, regulations, or guidelines relating to discrimination in employment.